



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

7/29/14

April Santos
4612 Clover St
Muscatine IA 52761

Dear April,

This letter is in regards to the 7/24/14 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

April needs to unplug Scentsy in kitchen or put in a child inaccessible area during daycare hours.

☐ 110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.

April needs to update her emergency contact sheet.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

April needs to move paint located in bathroom sink cabinet or put child lock on this area.

☐ 110.5(1)e Electrical wiring shall be maintained.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

April needs to place safety caps in 2 outlets in bathroom.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

April needs to put platform back on plastic slide; cover grill on deck; store lumber near shed; secure shed door from access to children; nail board trim on gate from patio more securely.

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials.

April needs to remove lumber, doors, bedframe, propane tank and tiki torch fuel canisters from outdoor play area.

☐ 110.5(1)i An annual laboratory analysis shows satisfactory bacteriological quality if a private water supply is used. Nitrate analysis when children under 2.

April needs to obtain updated documentation of this testing.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

April needs to practice monthly and document.

- ☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.

April needs a sign on kitchen sink cabinet door denoting the extinguisher's location since it is not visibly displayed.

- ☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

April needs to check monthly and document.

- ☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

April needs to show documentation of her procedures on how she would care for mildly ill children that become sick while in her care (prior to their parents coming to pick them up.)

- ☐ 110.5(1)v The provider has written policies about responding to health-related emergencies.

April needs to show documentation of these policies.

- ☐ 110.5(2)c An individual file is maintained for each staff assistant and contains:

- ☐ 110.5(2)c A completed DHS Criminal History Record Check, form B, 595-1396

April needs to show approval letter from the Central Child Care Registration Unit for Monica.

- ☐ 110.5(2)c A completed Request for Child Abuse Information, form 470-0643

April needs to show approval letter from the Central Child Care Registration Unit for Monica.

- ☐ 110.5(2)c Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

April needs to show documentation of current course completion for Monica.

- ☐ 110.5(3) Activity Program.

- ☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

Please refer to 100.5(1)h.

- ☐ 110.5(8) Children's Files

- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

- ☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need for A.L.(2). Need date on form for R.H.

- ☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need physicals for A.L.(2), A.W.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need signature and date on form for A.L.(4)

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for A.L.(2), A.W.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 9/12/14.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **9/12/14**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

MACHELLE PEZLEY
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Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).